

FIG. 1

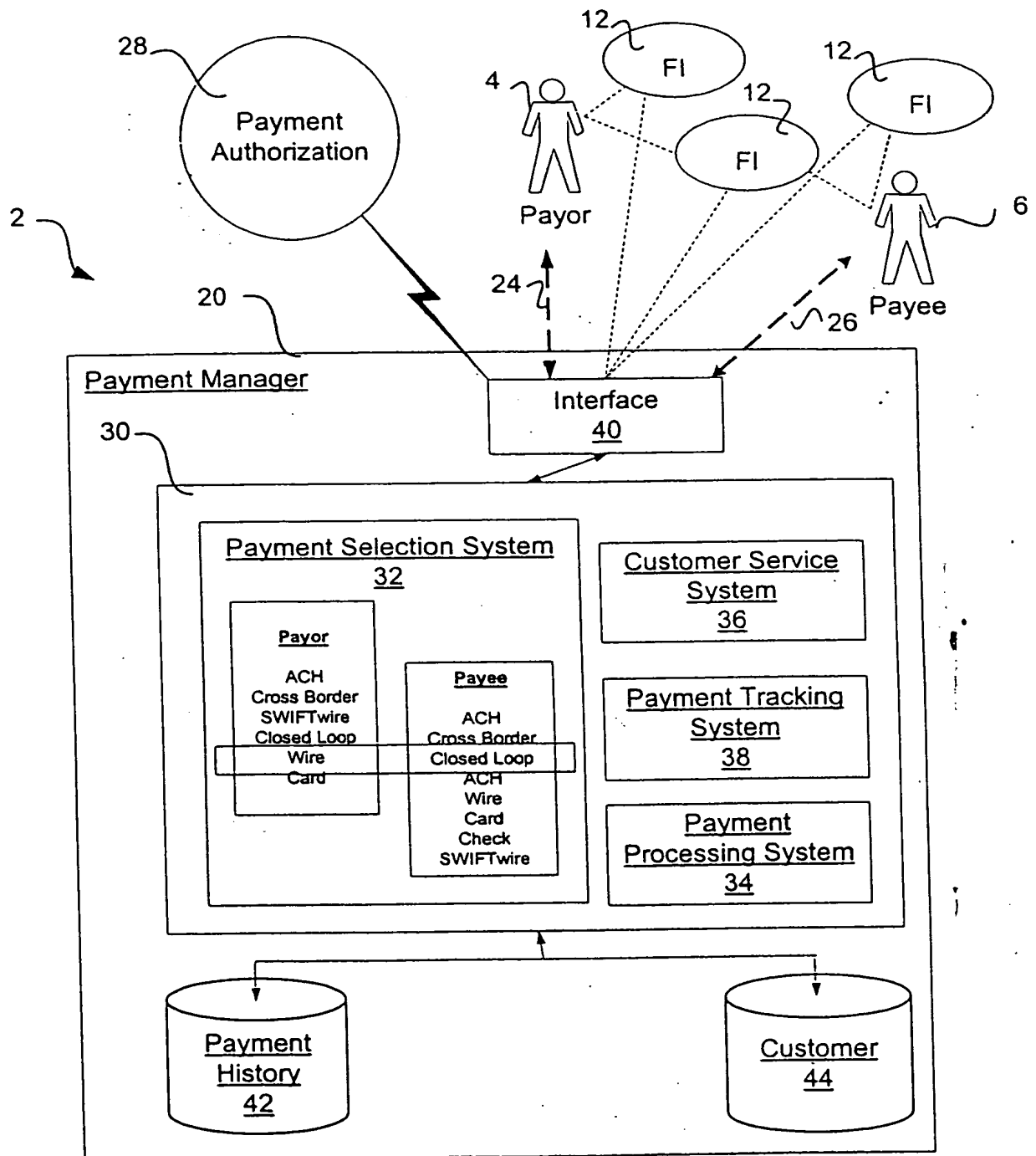


FIG. 2

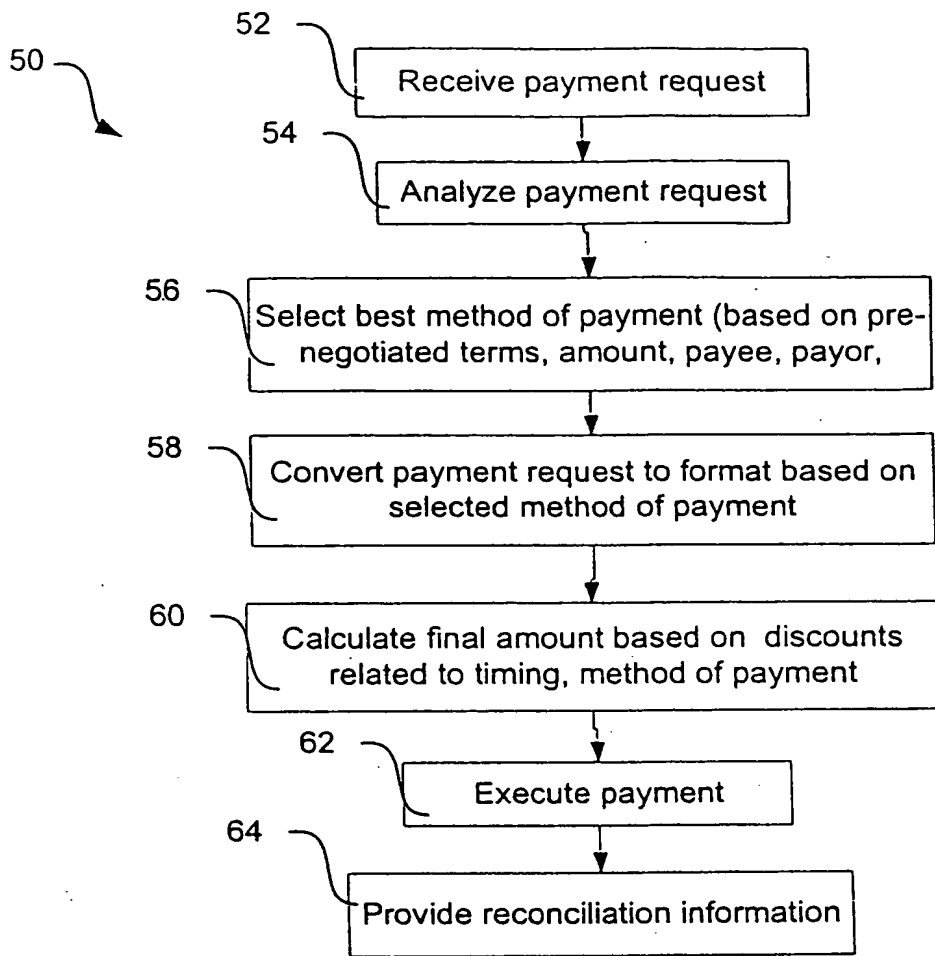


FIG. 3

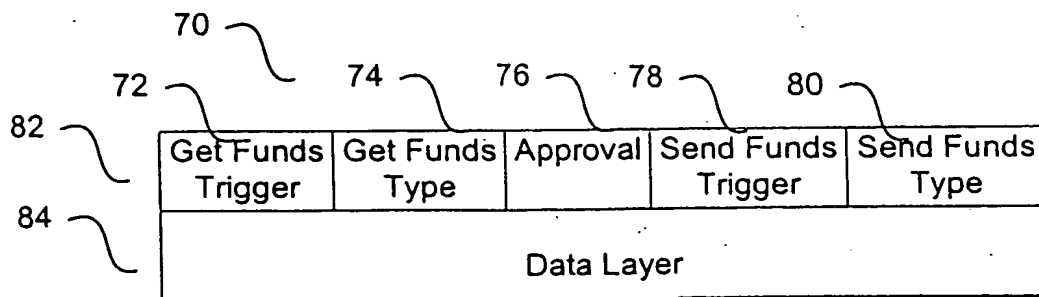


FIG. 4

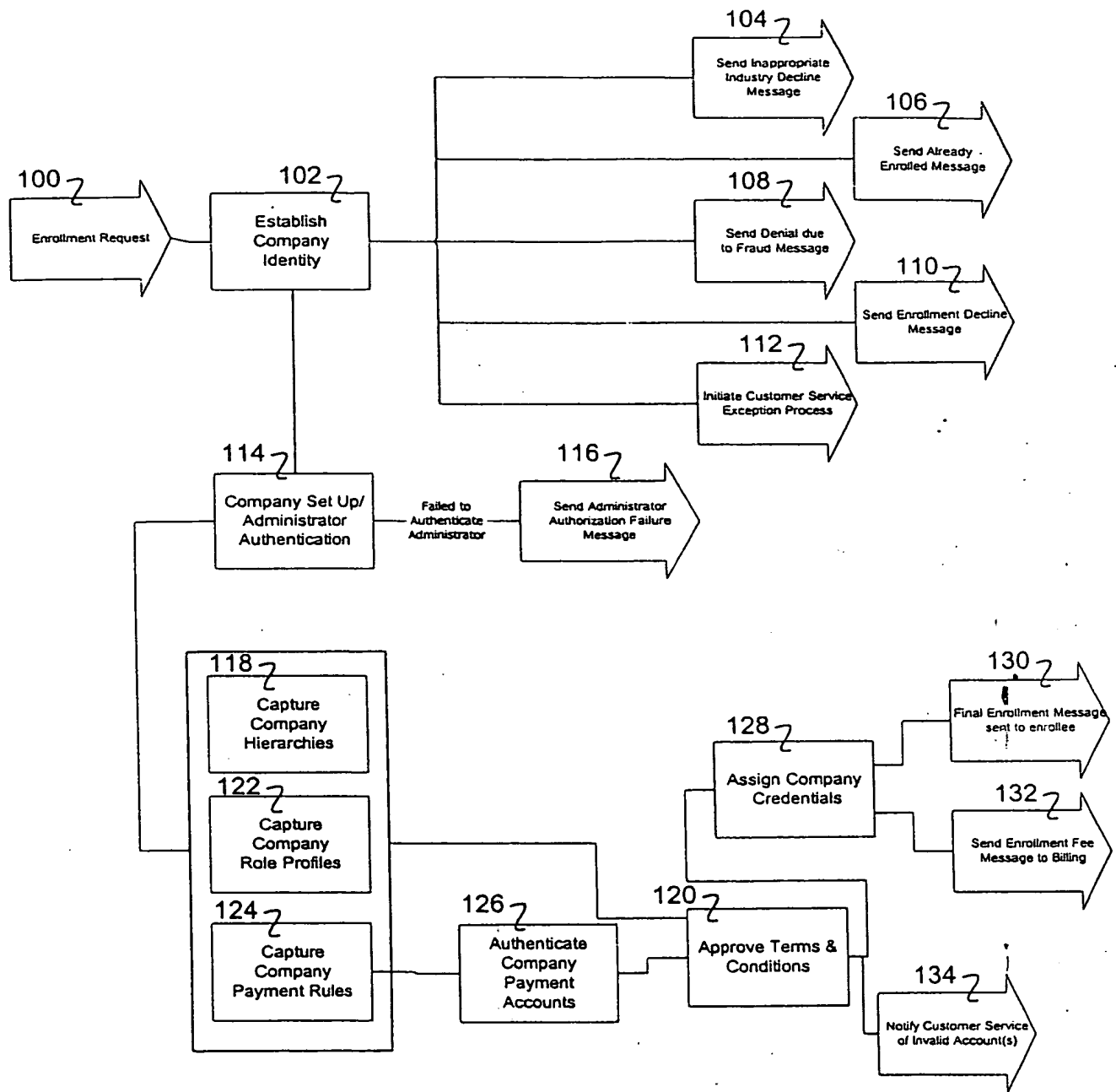


FIG. 5

FIG. 6

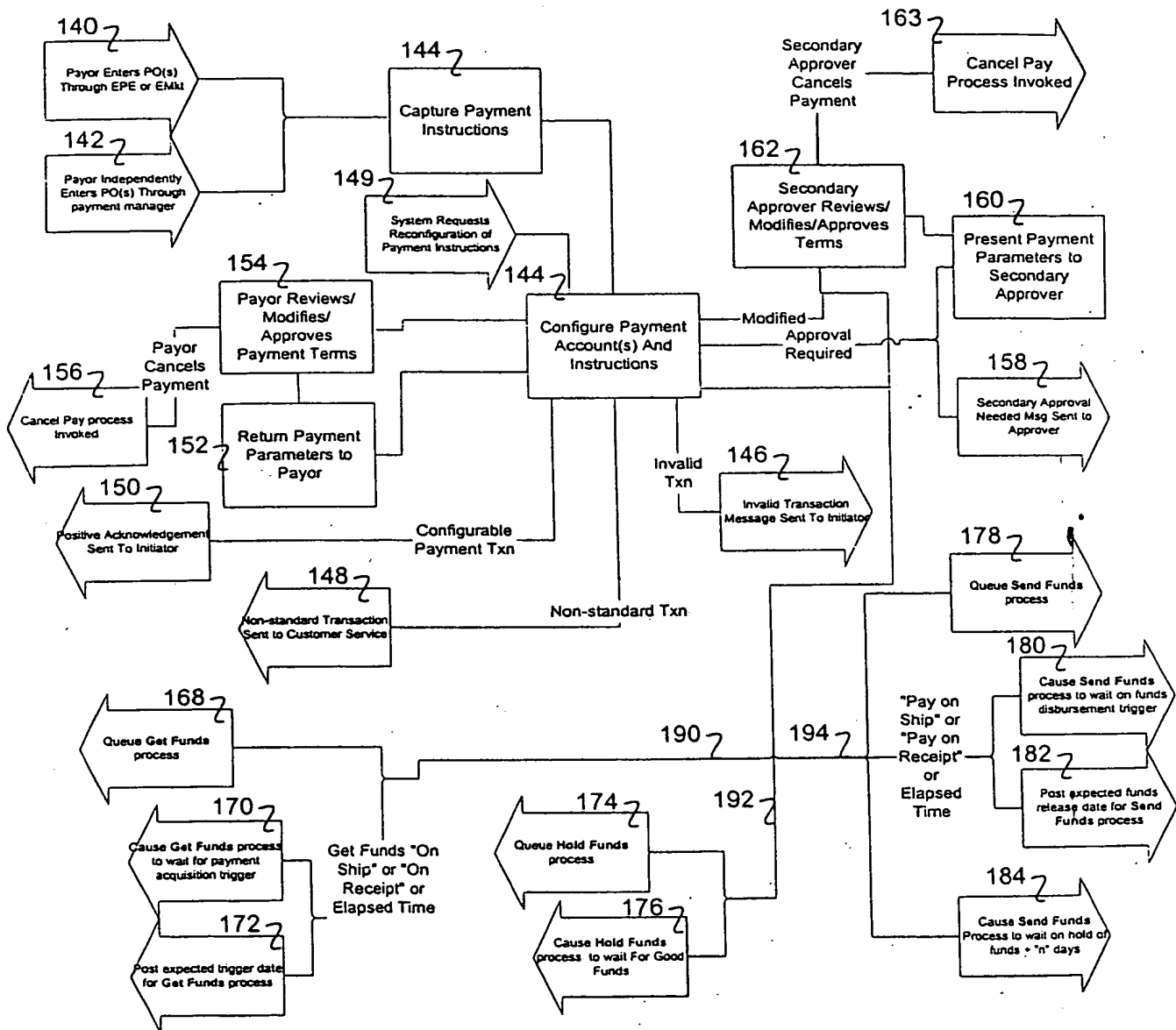


FIG. 6

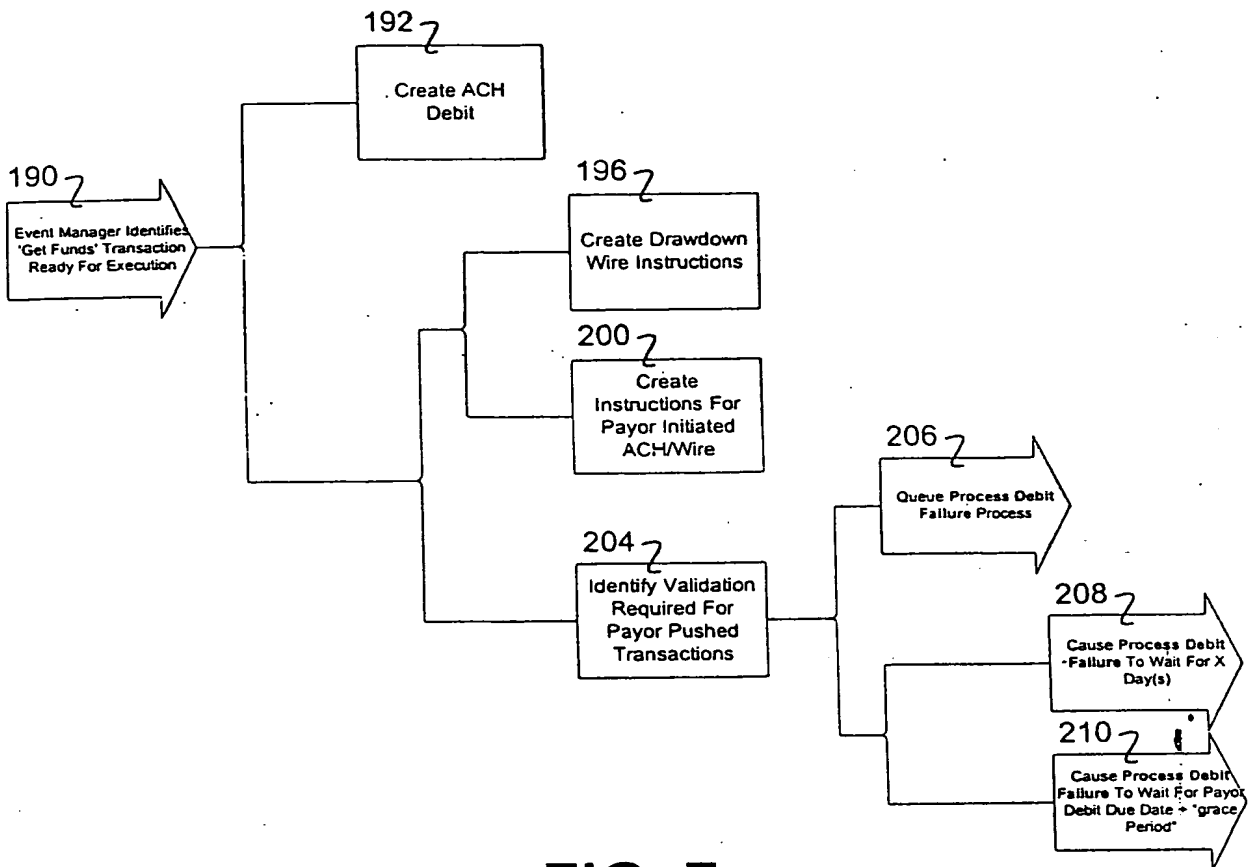


FIG. 7

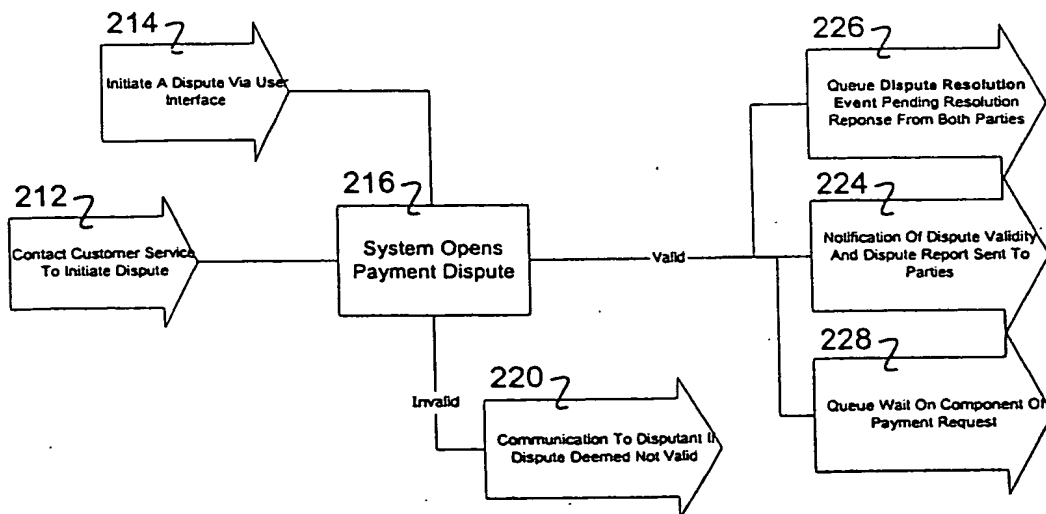


FIG. 8

240

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Enter Company Enrollment Information

Back to Main Menu

Company Administration

New Company Enrollment

Company Demographics

Administrative Demographics

Payment Type Setup

Term Setup

Company Management

User Administration

Payment Utility

Second Level Approval

Customer Service

Contact 1

Contact 2

Contact 3

Name

Phone

Fax

E-Mail

FIG. 9a

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Company Payment Information - Microsoft Internet Explorer

Back to Main Menu

Company Administration

New Company Enrollment

Company Demographics

Administrative Demographics

Payment Type Setup

Term Setup

Company Management

User Administration

Payment Utility

Second Level Approval

Customer Service

Payment Setup

Account Number

Routing Number

GI Account Number

Bank Name

Administrative Contact

Phone

Global Purchase Range

Minimum

Maximum

Account Purchase Range

Minimum

Maximum

Select the approval vendors for this account from the master list...

Vendor Name

OIB Number

Boehm Engineering

80-473-5132

Stevens Engineering

80-247-1080

Anderson Design

25-140-0002

SAJ Consulting

88-090-3108

Inter-Cos Consulting

22-400-4041

McGough Construction

20-087-0250

K&L Consulting Ltd.

43-057-0001

Next

FIG. 9b

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256

Roles Setup

Role Name:

Allowable purchase type(s): ☐ Direct ☐ Indirect

Maximum Single Purchase Limit:

Functional Capabilities

Reporting: ☐ View ☐ Create

Billing: ☐ View ☐ Create

Approval: ☐ View ☐ Create

Secondary Approval Authority:

☐ Credit Card

☐ ACH

☐ WIRE

☐ CHECKS

☐ CREDIT CARDS

Submit

Navigation:

- Back to Main Menu
- Company Administration
- New Company Enrollment
- Company Demographics
- Administrator Demographics
- Payment Type Setup
- Account Setup
- Roles Setup
- Company Maintenance
- User Administration
- Payment Utility
- Second Level Approval
- Customer Service

FIG. 9c

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Enter User Enrollment Information

Items marked with an asterisk(*) are required

User Demographic Information:

*Name: *Phone:

*Address 1: Fax:

Address 2: E-Mail:

*City: Position/Title:

*State/Province: Employee ID:

*Country: Supervisor Name:

*Zip/Postal Code: Supervisor Phone:

Role Association: **Lead Purchaser**

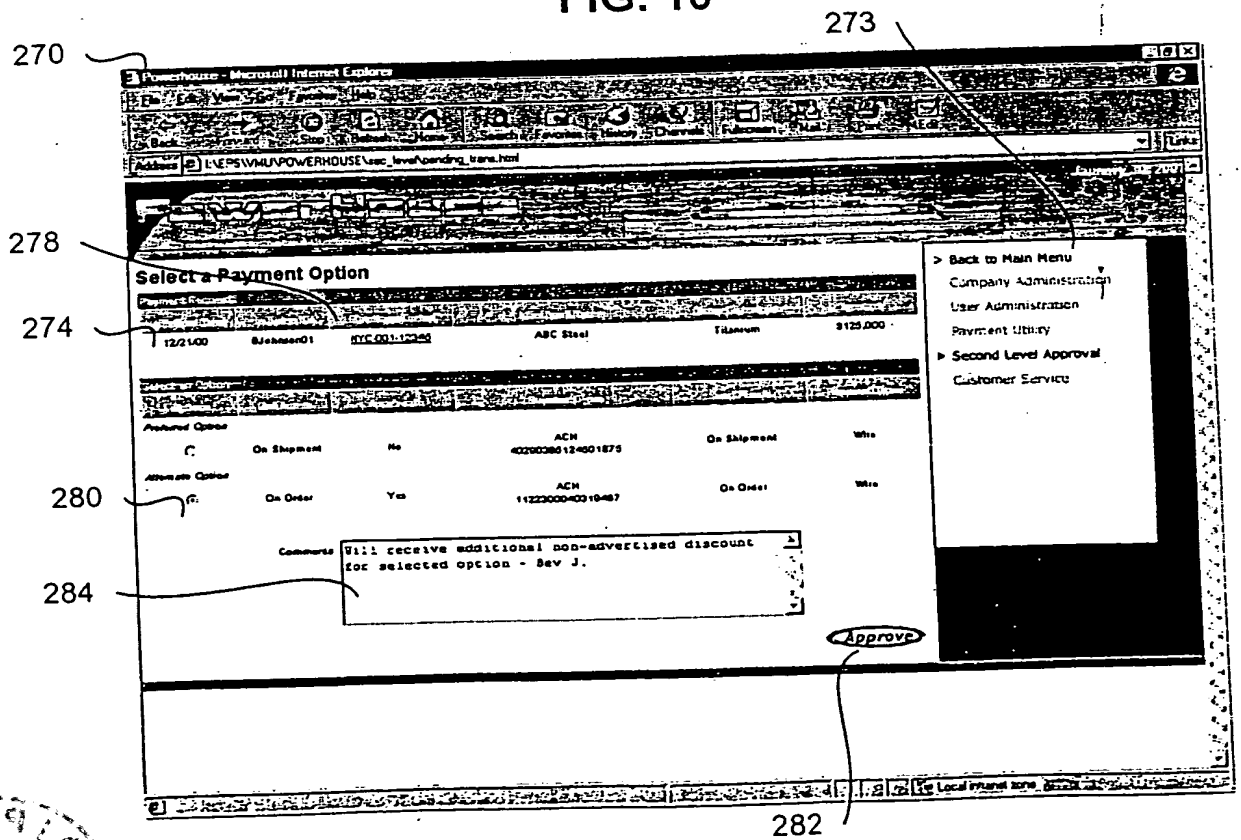
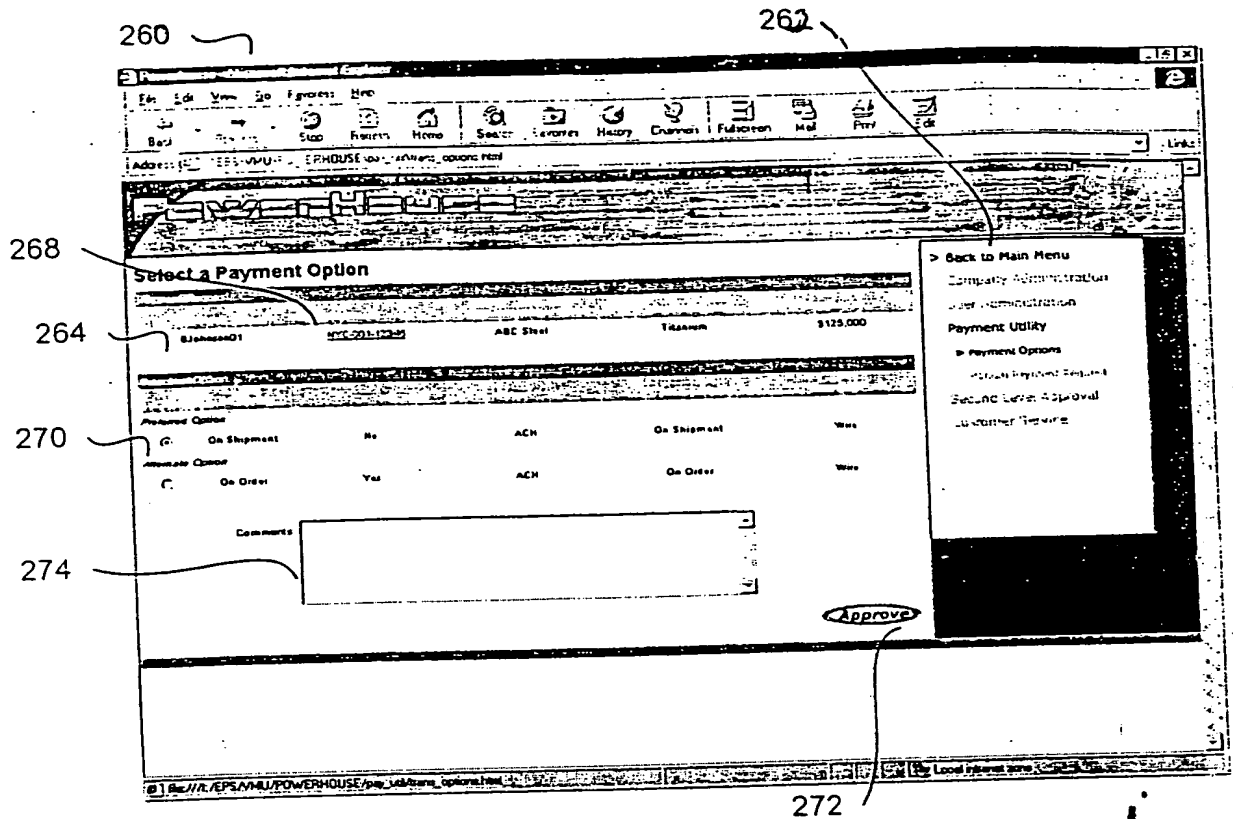
Submit

Navigation:

- Back to Main Menu
- Company Administration
- User Administration
- New User Enrollment
- User Demographics
- User Maintenance
- Payment Utility
- Second Level Approval
- Customer Service

FIG. 9d

0070450 064001
T00T90 025260



Payment Request Reconciliation Report
Date Printed: 01/31/2001

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Company: ABC Company Organization: Purchasing

Initiator: Bjohnson01
Initiation Date: 01/09/2001
Purchase Order: NYC-001-12345
Merchant: XYZ Steel
Order Descriptor: Rolled Steel
Order Amount: \$660.00
Actual Amount: \$712.80
Payment Request Status: Pending

Event	Expected Date	Actual Date	
Order	-	01/09/2001	Order Detail
Configuration Approval	-	01/11/2001	Approval Detail
Shipment	01/24/2001	01/26/2001	Shipment Detail

Payment Transaction Detail:

ID	Transaction	Account Type	Account Number	Trigger	Date Expected	Date Actual	Amount	Status
1000000001-123	Get Funds	ACH	40290385124501875	Shipment	01/24/2001	01/26/2001	\$712.80	Complete
1000000001-123	Send Funds	ACH		Receipt	01/29/2001			Pending

FIG. 12

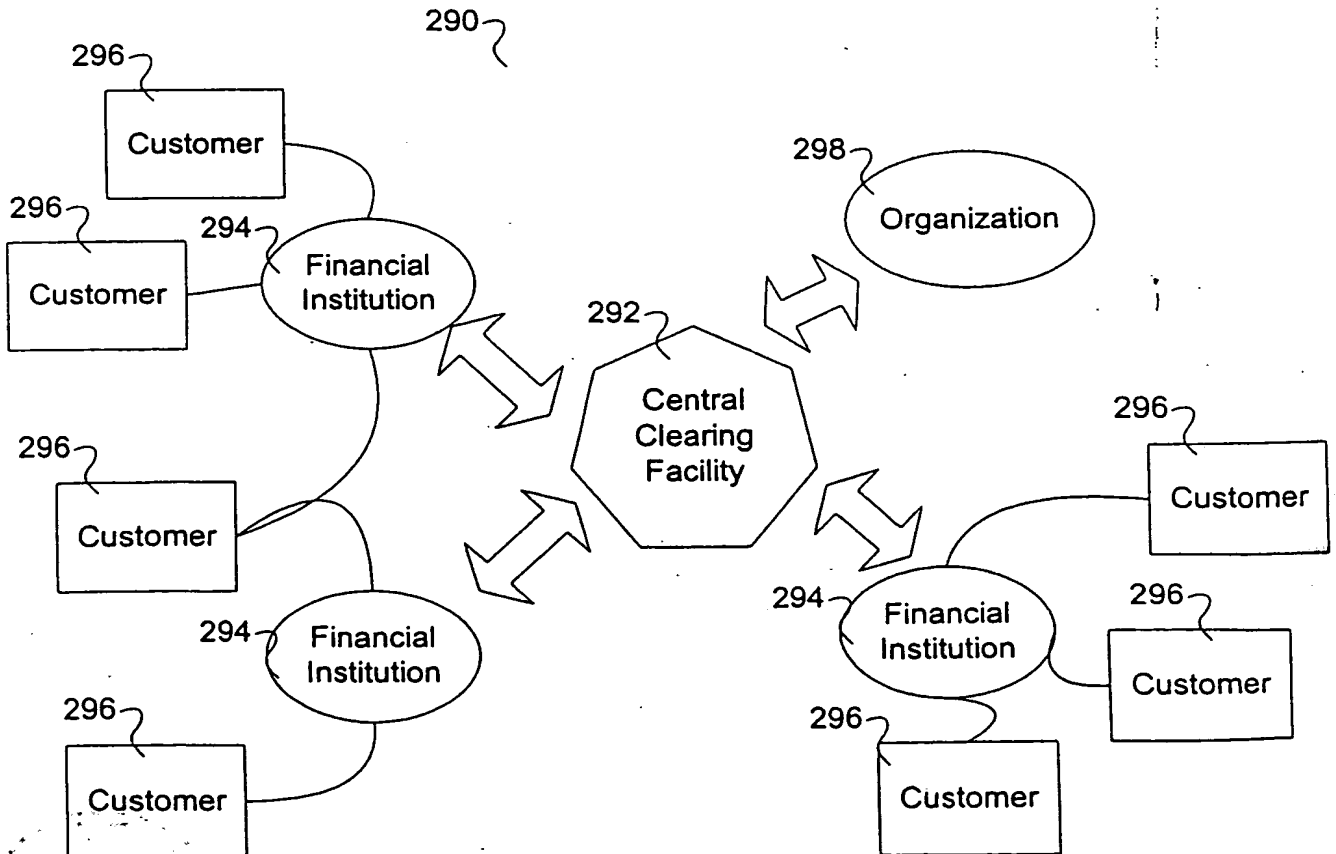


FIG. 13

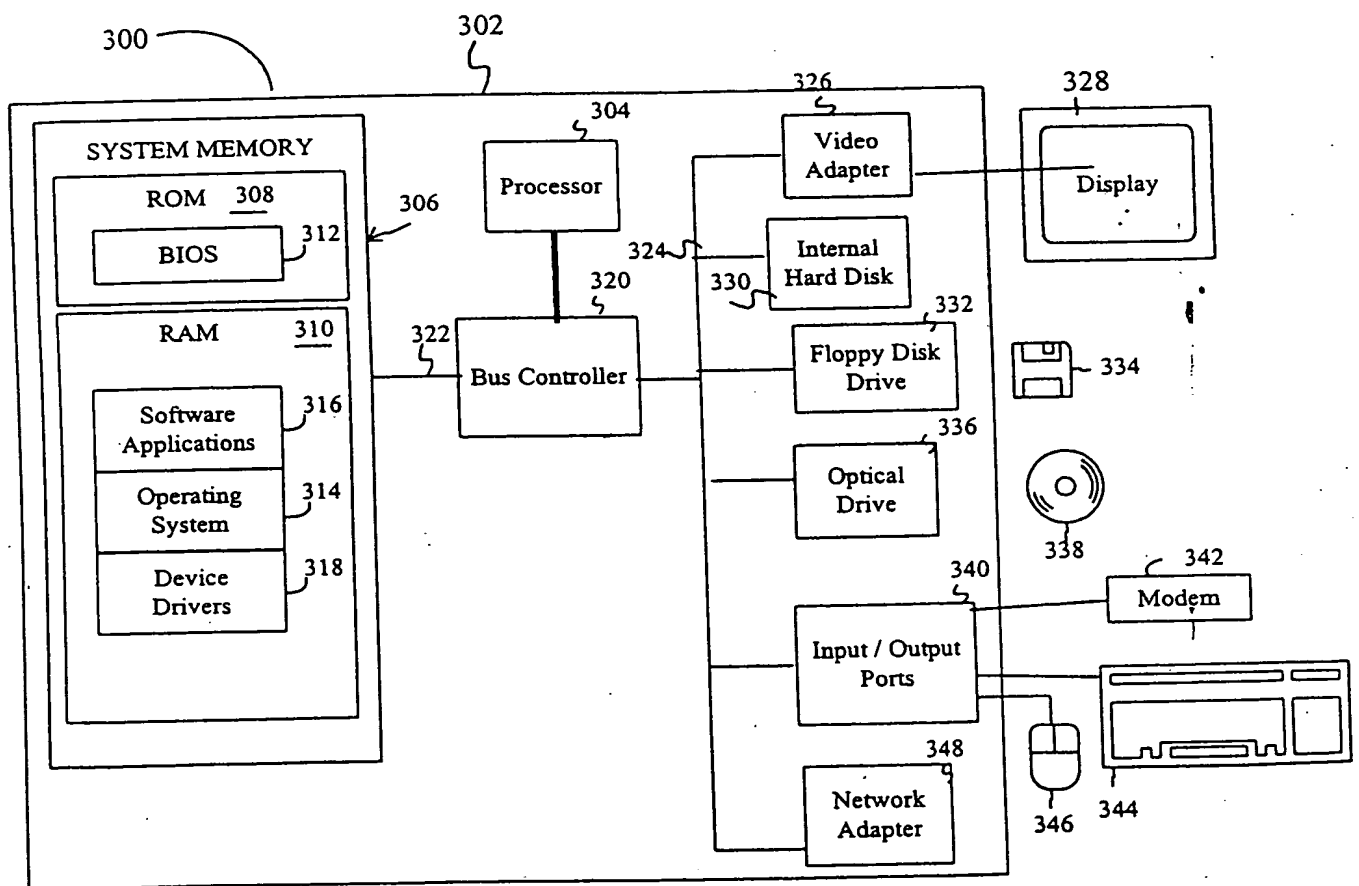


FIG. 14